

ITS Contract

An Overview of the Instructional
Telecommunications Services Contract

The Agreement

- Commonwealth of Virginia
 - Virginia Public Broadcasting Board
 - Secretary of Administration
 - Department of Education
- Virginia Public Television Stations

Master Plan for Telecommunications

The provisions of the ITS Contract are guided by the overarching vision, policies, and procedures outlined in the *Master Plan for Telecommunications*.



The Contract Documents

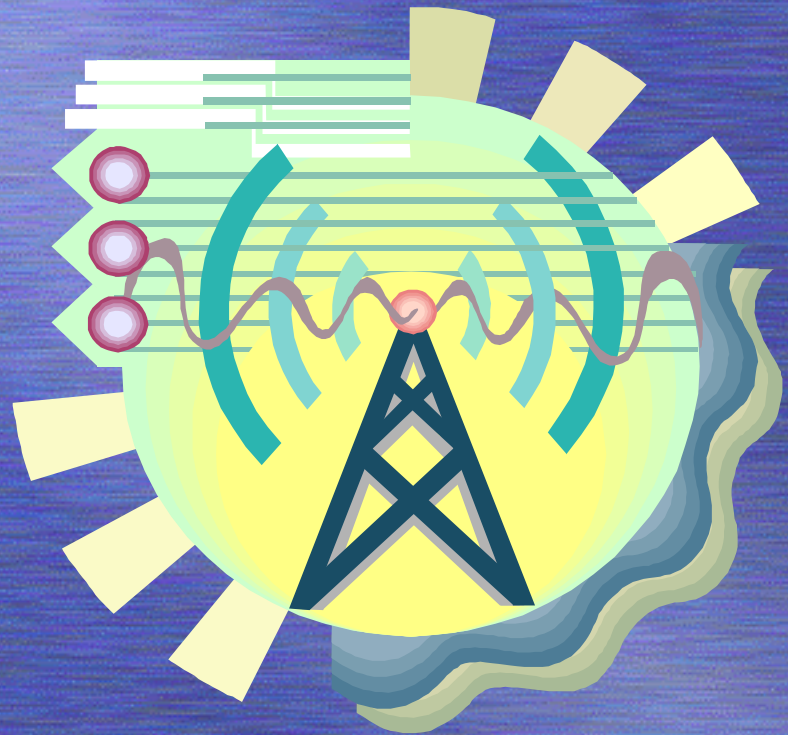
- Signed contract form
- Annexed Special Terms and Conditions for Instructional Telecommunications Services
- Annexed Special Terms and Conditions for Public Telecommunications Contracts
- Annexed memorandum of requested services from the Department of Education
- Annexed Work and Payment Schedule

Special Terms and Conditions

For the Instructional Telecommunications Services

Services, Capacities, Products

- Broadcast Transmissions
- Program Acquisition
- Program Production
- Staff and Program Costs
- Technical Services
- Printed Support Elements



Services, Capacities, Products



- Program Recording, Duplication & Distribution
- Staff Professional Development
- Teacher Training Programs and Support
- Departmental Operating Expenses
- Program Content

Payment for Services

- Commonwealth Financial Support
- Timing and Support of Payments
- Certification Statement and Audit
- Monthly Contract Statement
- Overpayment



Purpose of the RSCPC

- Serves as a liaison between school divisions and the public broadcast station that serves them
- Recommends contractual services to support student achievement and mastery of the SOL



Purpose of the RSCPC



- Support the use of telecommunications and other instructional technologies
- Plan with the public broadcast station for budgetary needs to be presented to the Virginia Public Broadcasting Board

Membership of RSCPC

- Representative appointed by each division superintendent
- One voting member from DOE
- One voting member from the public television station



Roles and Responsibilities

- Serve as liaison between their division superintendent, the RSCPC, and the station
- Promote awareness of and actively encourage participation in station educational services and initiatives
- Attend meetings as scheduled



Roles and Responsibilities



- Disseminate all pertinent information to appropriate school and division personnel in a timely manner
- Approve the regional program selections and recommendations
- Implement program preview and review process

Roles and Responsibilities

- Assist the station in developing plans based on regional needs for services
- Review and evaluate contractual services delivered
- Facilitate the collection of data



ITS Contract Process

- **July:** Request from State Superintendent of Public Instruction that division superintendent's select a RSCPC representative
- **July-August:** RSCPC representatives are selected and regional lists compiled
- **September-December:**
 - K-12 curriculum and related technology priorities are compiled for each RSCPC region.
 - Proposed programs and services are reviewed

ITS Contract Process

■ January-February:

- Proposed programs and services are given priority status within each region, and among all statewide coordinated purchases

■ March:

- RSCPC requests are approved for next fiscal year
- Work and Payment Schedule is developed by each station

ITS Contract Process

- April – May:
 - Work and Payment Schedule approved by RSCPC, endorsed by chairman, and submitted
- May:
 - VPBB Board Approval
- June:
 - Contracts are executed



Warning!

Master Plan Is

